

AGENDA ITEM VII A

REPORT OF THE ASSOCIATE COMMISSIONER

STATEWIDE REVIEW OF EXISTING LPN PROGRAMS

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STATEWIDE REVIEW OF EXISTING LPN PROGRAMS

STAFF COMMENT

On November 1, 2004, Mr. Killebrew sent a memorandum to affected systems and campuses requesting responses to a list of prospective consultants to conduct the statewide review of LPN programs. He also asked institutions to identify dates during Spring 2005 which would be inconvenient for on-site visits. These responses were due December 1, 2004, and are currently being reviewed by staff to formulate a comprehensive list of acceptable consultant candidates and to determine tentative review dates. Once this has been completed, staff will initiate the process of engaging consultants and preparing for on-site campus visits. These visits are likely to occur during February to June 2005.

AGENDA ITEM VII D
REPORT OF THE ASSOCIATE COMMISSIONER
SCHEDULE OF PROGRAM REVIEWS

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REPORT OF THE ASSOCIATE COMMISSIONER

SCHEDULE OF PROGRAM REVIEWS

1. A.A.S. in Management Information Systems - Bossier Parish Community College

The staff is awaiting the College's response to questions and concerns.

2. A.A.S. in Architectural Design Technology - Bossier Parish Community College

The staff is awaiting the College's response to questions and concerns.

**3. Bachelor of Health Science/Studies - University of Louisiana at Monroe and
4. Southeastern Louisiana University**

ULM has submitted a revised proposal; SLU's revised proposal is due shortly. Once both proposals have been received, the staff will examine each and develop a list of appropriate prospective external consultants for institutional response.

5. B.S. in Nanosystems Engineering - La Tech

An external consultant conducted an on-site visit to the University on November 16, 2004. Staff is now awaiting his final report.

6. B.S. in Entrepreneurship - UNO

The staff is awaiting a response from UNO to curricular questions.

7. M.S. in Health Information Management - La Tech

An external review committee conducted an on-site visit to the University on October 19, 2004. Staff is now awaiting the committee's final report.

8. Ph.D. in Urban Forestry - SUBR

The external review committee's report should be received momentarily.

**9-11. Proposed and Existing Doctor of Educational Leadership Programs - La Tech,
ULM, Grambling, ULL/SLU**

A team of external consultants conducted on-site visits to ULL/SLU and submitted their final report to the staff. This report has been sent to the affected universities for their response. A recent meeting was held with affected university representatives to guide them in the development of their response. It now appears that the second round of consultant visits to LaTech, Grambling, and ULM will not occur until February-May 2005.

- 12. Master of Physical Therapy to Doctor of Physical Therapy - LSUHSC-NO**
- 13. Master of Physical Therapy to Doctor of Physical Therapy - LSUHSC-S**

An external review committee conducted on-site visits to each Health Science Center campus during November 30 - December 2, 2004. Staff is now awaiting the committee's final report.

- 14. Master of Occupational Therapy - ULM**

An external review committee will conduct an on-site visit to the University during February 3-4, 2005

- 15. MBA - E-Commerce Option - SUBR.**

The staff has sent to the campus a list of prospective external consultants for their response.

- 16. Curriculum Revision to a Master of Architecture - La Tech**

Staff is now awaiting the report of an external consultant.

- 17. Curricular Changes to B.S. in Kinesiology - SLU**

The staff is currently reviewing this proposal.

AGENDA ITEM VII E

REPORT OF THE ASSOCIATE COMMISSIONER

STAFF APPROVAL OF ROUTINE ACADEMIC REQUESTS

AGENDA ITEM VII E

REPORT OF THE ASSOCIATE COMMISSIONER

STAFF APPROVAL OF ROUTINE ACADEMIC REQUESTS

BACKGROUND INFORMATION

Since the October 29th meeting of the Board of Regents, the staff has not approved any routine academic requests. Several are pending at this moment and yet may be completed by the time of the December 8th meeting.

AGENDA ITEM VII B

REPORT OF THE ASSOCIATE COMMISSIONER

**NOVEMBER MEETING OF THE STATEWIDE COUNCIL OF CHIEF
ACADEMIC OFFICERS**

AGENDA ITEM VII B

REPORT OF THE ASSOCIATE COMMISSIONER

NOVEMBER MEETING OF THE STATEWIDE COUNCIL OF CHIEF ACADEMIC OFFICERS

STAFF COMMENT

Attached is a copy of the agenda and minutes for the November 10, 2004 meeting of the Statewide Council of Chief Academic Officers. The next meeting of this body has been tentatively scheduled for February 2005.

MEMORANDUM

November 19, 2004

TO: Members, Statewide Council of Chief Academic Officers

FROM: Dr. Jimmy Clarke, Deputy Commissioner for Academic & Student Affairs

RE: Minutes, November 10, 2004 Meeting

Attached you will find minutes of November 10, 2004 meeting of the Statewide Council of Chief Academic Officers. Please pay particular attention to sections I and III A; there you will find decisions made regarding the structure and composition of working committees.

Many thanks for your continued work and dedication.

JC

Attachment

MINUTES

STATEWIDE COUNCIL OF CHIEF ACADEMIC OFFICERS (SCCAO) Wednesday, November 10, 2004

The Statewide Council of Chief Academic Officers met on Wednesday, November 10, 2004, in the Board of Regents Conference Room at 1201 N. Third Street, Claiborne Building, Baton Rouge. The meeting agenda and a list of attendees are appended to these minutes (see *Appendices I and II*). Dr. Jimmy Clarke, Deputy Commissioner for Academic & Student Affairs, called the meeting to order at 10:02 a.m. Video connections were verified; members introduced themselves. Please note that discussion of Agenda Item V B - Development of Uniform Dual Enrollment Policy occurred during the first item below.

I. Board of Regents Reorganization

Dr. Savoie explained the internal reorganization of Board of Regents staff as a consequence of senior-level departures and as an opportunity for the Regents staff to coordinate their efforts more closely. Dr. Savoie praised the SCCAO for its role in past initiatives and described a variety of new initiatives that would benefit from additional Council input: a) the ongoing redesign of secondary education; b) the Adult Learning Task Force; c) the Governor's "Solutions to Poverty" Summit (December 6-7); and d) a new Dual Enrollment Initiative.

Discussing the latter with reference to his previous comments, the Commissioner pointed to a number of challenges and opportunities statewide that could be addressed effectively by establishing formal dual enrollment agreements among secondary schools, technical college campuses, technical community colleges, community colleges, and four-year institutions. The Commissioner emphasized the importance of consistency in postsecondary education's approach to the issue and identified Southeastern Louisiana University's effort in this area as a possible model to replicate. The Commissioner also noted that the Board of Regents is considering the pursuit of a special legislative appropriation to fund such initiatives. In order to make such a

request, the Commissioner stressed the importance of having a coherent proposal for statewide dual enrollment policy by early Spring 2005. There were no questions.

Mr. Gerard Killebrew then facilitated the creation of a committee of the Council to formulate a draft policy addressing dual enrollment. The committee's composition is as follows:

SCCAO Committee for the Development of Uniform Dual Enrollment Policy

Chair: John Crain (Southeastern Louisiana University)
Members: Steve Guempel (LSU Eunice)
Charles Williams (Southern University-New Orleans)
Margaret Montgomery-Richard (or TBA) (LTC)

Dr. Clarke re-iterated that the committee's report will be expected in early February 2005.

II. Board of Regents Policies Refinement Project

Mr. Killebrew described the context of recent staff efforts to collect, standardize, and refine Board of Regents policies. Duplication, lack of coordination between similar and related policies, and other opportunities for revision have presented themselves. Discussion then focused on three examples of possible policy refinements.

III. Academic Policy Issues and Concerns

A. PRP 2.2.2 - Mandatory Guidelines for the Conduct of Off-Campus Activities and AA Policy 2.12 - Delivery of Degree Programs Through Distance Learning Technology

Dr. Larry Tremblay explained the origins of PRP 2.2.2 - Mandatory Guidelines for the Conduct of Off-Campus Activities. Adopted by the Board of Regents in Spring 1976, portions of this policy have been implemented and have proved effective. Other portions were never implemented because the need for them did not materialize as anticipated. Other portions are probably out of date. Current circumstances therefore indicate that these guidelines should be revisited, particularly in light of new distance learning technologies and related policies. Dr. Tremblay recommended that a committee of the Council be created to study the issue and prepare a document with recommendations for changing the Guidelines. That committee is composed as

follows:

SCCAO Committee on the Reconsideration of PRP 2.2.2 and AA 2.12

Chair: Kenneth Rea (Louisiana Tech University)
Members: Anthony Scheffler (Northwestern State University)
Robert Cavanaugh (LSU, Alexandria)
Marjorie Taylor (Learning Center for Rapides Parish)
Emmanuel Igbokwe (Southern University, Shreveport)
Victor Ukpolo (Southern University System)
William Martin (River Parishes Community College)
Bobby Dupont (University of New Orleans)
Janice Bolden (LCTCS)
Bill Tulak (Fletcher Technical Community College)
Steve Richters (University of Louisiana, Monroe)

B. AA Policy 2.18 - Minimum Requirements for Placement into Entry-Level, College-Level English and Mathematics

Theresa Hay discussed issues related to AA Policy 2.18 - Minimum Requirements for Placement into Entry-Level, College-Level English and Mathematics. Looking ahead to the likely effects of this policy's implementation in Fall 2005, it appears that new questions have arisen regarding how students can satisfy admission and placement requirements in a valid, consistent, and trackable way. Summer "bridge programs" and future dual enrollment programs have also given rise to new questions and concerns. Ms. Hay stressed the importance of giving students official documentation of their completion of relevant coursework, particularly to those in secondary education. She also raised the strong possibility that on-campus personnel in admissions and academic affairs may not be communicating about or coordinating these matters consistently.

Dr. Richters (ULM) identified an ambiguity in the phrasing of one portion of the policy. Mr. Killebrew acknowledged the ambiguity and will circulate a new version of that section to the SCCAO listserv for comment and ratification.

Mr. Keating (NCC) expressed concern that it appears that at least some of the community colleges currently have significantly higher ACT placement requirements for college algebra than

the noted 18 on the BoR document, and questioned if the 18 ACT on the BoR document was a minimum or a specifically required score, and that if were not a minimum that this would be very bothersome. Mr. Killebrew reaffirmed that 18 ACT was the minimum score required for placement into freshman, entry-level college algebra.

The issue of validation studies (mentioned in part 3 of AA 2.18 sections D and E) was then raised. Mr. Killebrew advised the Council on how such studies might be conducted and clarified when and how they would be appropriately used in relation to this policy. In response to other questions, Mr. Killebrew re-affirmed the rationale (i.e. student benefit) for other areas of consistency in the policy's provisions. Acknowledging the need for continued efforts toward consistency, Mr. Killebrew noted that this policy is a first step toward greater consistency statewide in the content and sequencing of "developmental education" coursework. Dr. Clarke observed that the State Department of Education is also working on this issue; he further observed that developmental education refinements are directly exposed to recent initiatives in high school redesign. A short discussion of the Regents' core, and of out-of-state students, also ensued; Dr. Clarke noted that the Board of Regents could study the issue more closely if institutions were to share, with Regents staff, data from the analysis of their incoming class.

IV. Strategic Enrollment Management Update

Dr. Clarke and Ms. Hay discussed the possible continued contributions of Noel-Levitz to the strategic management of student enrollment statewide. They updated the Council on the contractual status of the organization and described its possible future role in developing and assessing a capital grant program for enrollment management activities. Ms. Hay discussed LTC retention planning and an upcoming two-day workshop related to it. She then described self-evaluation plans for four-year institutions, Board of Regents visits, and a possible statewide summit on best practices in recruitment and retention. She also raised the possibility that the Regents would pay for additional Noel-Levitz consultations with individual campuses, though these would be limited.

Dr. Crain suggested that any new RFP process be simplified and raised a general concern about unfunded mandates. Dr. Clarke and Ms. Hay responded that the first round was indeed cumbersome but insisted that this capital process would be different. Dr. Clarke re-iterated the Regents' strong commitment to assisting institutions during transition.

V. NASA "Living With a Star" Program

Dr. Clarke described this program and asked that institutions consider participation.

VI. Institutional Reports

There were no institutional reports.

VII. Next Meeting

The next meeting of the Council has tentatively been scheduled for Thursday, February 24th, immediately following the meeting of the Board of Regents.

VIII. Adjournment

There being no further business to come before the Council, Dr. Clarke declared the meeting adjourned at 12:03 p.m.

AGENDA ITEM VII C

REPORT OF THE ASSOCIATE COMMISSIONER

**NOVEMBER MEETING OF THE NORTHSORE POSTSECONDARY
EDUCATIONAL SERVICES STEERING COMMITTEE**

AGENDA ITEM VII C

REPORT OF THE ASSOCIATE COMMISSIONER

NOVEMBER MEETING OF THE NORTSHORE POSTSECONDARY EDUCATIONAL SERVICES STEERING COMMITTEE

STAFF COMMENT

Attached is a copy of the minutes for the November 4, 2004 meeting of the Northshore Postsecondary Educational Services Steering Committee.

MEMORANDUM

November 9, 2004

TO: Members, Northshore Postsecondary Educational Services Steering Committee

FROM: Gerard Killebrew

RE: Minutes, November 4, 2004 Meeting

Attached you will find minutes of November 4, 2004 meeting of the Northshore Postsecondary Educational Service Steering Committee. Please pay particular attention to Section III , B wherein you will find decisions made regarding the structure and composition of working subcommittees. As a result of these decisions, I anticipate hearing from each of you by November 15, 2004 your choice for subcommittee appointment and any recommendations you may have for additional subcommittee members from outside the Steering Committee.

Many thanks for your continued work and dedication.

GK

Attachment

MINUTES

NORTHSHORE POSTSECONDARY EDUCATIONAL SERVICES STEERING COMMITTEE MEETING NOVEMBER 4, 2004 SOUTHEASTERN LOUISIANA UNIVERSITY ST. TAMMANY CENTER

Dr. Jimmy Clarke, Deputy Commissioner for Academic and Student Affairs, Board of Regents, called the meeting to order at 1:14 p.m. and requested individuals in attendance to introduce themselves. An agenda for the meeting and a list of persons attending are appended to these minutes. (See Appendices I and II.)

I. Results of the August 4, 2004 Meeting

Dr. Clarke began by recalling activities of a previous meeting held August 4, 2004 wherein affected parties generally commented on the process and outcomes of a report from the National Center for Higher Education Management Systems (NCHEMS), titled "An Assessment of Needs for Postsecondary Education on the Louisiana North Shore." He noted that minutes from the August, 2004 meeting had been sent earlier to all in attendance and were also included in a packet of relevant materials for this meeting.

II. Memorandum From the Commissioner of Higher Education

Dr. Clarke then reviewed a memorandum from Dr. Joseph Savoie, Commissioner of Higher Education, to this Steering Committee. In this memo, three important issues were addressed: a) the need for all affected parties to work together to develop a comprehensive, mutual approach to resolving outstanding postsecondary education concerns and issues of the Northshore area; b) the imperative that these solutions both compliment and extend the work and results of other statewide reform initiatives; and c) the appointment of Regents' staff to work with the Steering Committee.

III. Major Topics to Be Addressed/Steering Committee Structure and Organization

Dr. Clarke noted that the NCHEMS report provided specific recommendations. He suggested that the nature of these recommendations should guide the Steering Committee in organizing its approach. Yet before proceeding with in-depth analysis of each, consideration should be given to the first recommendation concerning identification of the Northshore area.

A. Definition of the Northshore Area

Dr. Clarke solicited opinions from those present regarding NCHEMS suggestion that Livingston Parish be considered somewhat distinctly from other parishes in the study. There was much discussion including historical issues, current service/outreach efforts, legal concerns, and comparison with existing coordinating/ consortial arrangements. Eventually it was determined that it would be most beneficial to allow discussion about and conclusions reached on other NCHEMS recommendations to guide the Steering Committee on how best to approach this concern.

B. Establishment of Topic-Oriented Subcommittees

Dr. Clarke requested approaches to address all other recommendations in the NCHEMS report within the structure of standing subcommittees. However organized, these subcommittees would both examine the validity of NCHEMS conclusions and make specific recommendations for how to resolve evident problems. Dr. Robert DuPont observed that NCHEMS recommendations could be loosely assigned to one of three categories: a) facilities and infrastructure; b) academic collaboration and degree programs; and c) fiscal implications. With broad Steering Committee acceptance of this concept, the formation of specific subcommittees to focus on each topic was agreed upon. Dr. Clarke recommended that a chair for each subcommittee be assigned during this meeting. Accordingly, the following subcommittee chairs were appointed:

Facilities and Infrastructure - Dr. Alex Johnson

Academic Matters - Dr. John Crain

Fiscal Matters - Dr. Margaret Richard

Dr. Clarke asked all Steering Committee members to indicate their willingness to serve on at least one of the three subcommittee. Further, Committee members were encouraged to recommend inclusion of other informed individuals who would be useful participants on subcommittees. This information should be forwarded to Mr. Gerard Killebrew by November 15, 2004 who will work with subcommittee chairs to create balanced and representative membership for each subcommittee. Shortly thereafter, Mr. Killebrew will send to each Steering Committee member both mailing lists and listserves for the Committee and its three subcommittees.

Next, specific NCHEMS recommendations were assigned for subcommittee review as follows:

All Subcommittees - Recommendations A, C, F, and H

Facilities and Infrastructure - Recommendation B

Academic Matters - Recommendations D, E, and H

Fiscal Matters - Recommendation G

Dr. Clarke then appointed Regents staff to assist each subcommittee:

Facilities and Infrastructure - Dr. Tremblay

Academic Matters - Mr. Killebrew

Fiscal Matters - Wendy Simoneaux

Lastly, Dr. Clarke then offered the assistance of Mr. Killebrew to gather and distribute relevant policy/procedural information to inform each subcommittee before and during deliberations.

IV. Adjournment

Dr. Clarke thanked all for their cooperative spirit. The next meeting of the Steering Committee will be set once it becomes clear that subcommittee work has progressed sufficiently to justify a meeting of the whole. He then declared the Steering Committee meeting adjourned at 2:42 pm.

APPENDIX I

AGENDA

Northshore Postsecondary Educational Services Steering Committee

November 4, 2004 - 1:00 p.m.

Southeastern Louisiana University

St. Tammany Center

Third Floor, Room 315

Covington, LA

- I. Call to Order**
- II. Minutes, August 4, 2004**
- III. Introduction of Members of the Steering Committee**
- IV. Steering Committee Organization**
 - A. Memorandum from the Commissioner of Higher Education**
 - B. Major Topics to Be Considered**
 - C. Sub-Committee Structure**
- V. Next Steps**
- VI. Adjournment**

APPENDIX II

LIST OF PERSONS IN ATTENDANCE

<u>Name</u>	<u>Institution</u>
Dr. Jimmy Clarke	Board of Regents
Dr. Larry Tremblay	Board of Regents
Mr. Gerard Killebrew	Board of Regents
Dr. Margaret Richard	Louisiana Technical College
Dr. Jeff Smith	Delgado Community College
Dr. Joe Ben Welch	River Parishes Community College
Dr. Tommy Warner	Nunez Community College
Mr. Michael Murphy	LTC-Sullivan Campus
Ms. Sharon Hornsby	LTC- Florida Parishes
Ms. Betty Antoine	LTC - Slidell Campus
Ms. ????	LTC - Slidell Campus
Dr. Loren Blanchard	University of Louisiana System
Mr. Devin Broome	University of Louisiana System
Dr. Randy Moffett	Southeastern Louisiana University
Dr. John Crain	Southeastern Louisiana University
Mr. Todd Barre	Louisiana State University System
Dr. Robert DuPont	University of New Orleans
Dr. James Cairo	LSU Health Science Center-New Orleans
Dr. Victor Ukpolo	Southern University System